Office of Personnel Management

Federal Personnel Manual System

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SUBJECT: Changes to the Standard Physical Requirements Paragraphs for General Schedule Qualification Standards

Washington, D. C. 20415
September 24, 1979

Heads of Departments and Independent Establishments:

1. The purpose of this letter is to announce and implement several changes in the medical qualification standards policy of the Office of Personnel Management (OPM).

2. Effective immediately, the 16 standard physical requirements paragraphs in Section V, Part II of OPM Handbook X-118, Qualification Standards for Positions under the General Schedule, are abolished and replaced by the following medical qualification statement.

> "Applicants must be physically and mentally able to efficiently perform the essential functions of the position without hazard to themselves or others. Depending on the essential duties of a specific position, usable vision, color vision, hearing, or speech may be required. However, in most cases, a specific physical condition or impairment will not automatically disqualify an applicant for appointment. The loss or impairment of a specific function may be compensated for by the satisfactory use of a prosthesis or mechanical aid. Reasonable accommodation may also be considered in determining an applicant's ability to perform the duties of a position. Reasonable accommodation may include, but is not limited to: the use of assistive devices, job modification or restructuring, provision of readers and interpreters, or adjusted work schedules."

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This change also applies to all General Schedule qualification standards covering occupations in which the positions typically involve sedentary, light, or moderate duties. Attachment 1 lists the individual Handbook X-118 standards in which the above paragraph is to be substituted for the existing statement of physical requirements.

3. The qualification standards for occupations in which the positions typically involve arduous or hazardous duties contain more specific and detailed physical requirements. Those more detailed requirements remain in effect, provided that (1) the specific position to be filled involves the arduous or hazardous duties to which the medical requirements relate, and (2) an otherwise disqualifying condition is not adequately compensated for by prosthesis, mechanical aid, or reasonable accommodation. To reflect the need for these additional considerations, the qualification standards listed in Attachment 2 are to be amended to include the following paragraph.

Inquiries: Compensation, Medical Division, 63-22111 or code 101, ext 22111

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"The physical requirements of this standard are based on the arduous or hazardous nature of the duties typically performed by most of the positions covered by the standard. However, since individual positions may not include all such duties, a physical condition or impairment may be disqualifying for appointment only if there is a direct relationship between the condition and the nature of the duties of the specific position to be filled. In some instances, a physical impairment will not disqualify an applicant for appointment if the condition is compensated for by a satisfactory prosthesis, mechanical aid, or by reasonable accommodation. Reasonable accommodation may include, but is not limited to: the use of assistive devices, job modification or restructuring, provision of readers and interpreters, or adjusted work schedules."

4. Single agency qualification standards, although not included in Attachments 1 and 2, are to be treated the same way. When a single agency standard references or reiterates one of the 16 standard paragraphs currently in Section V, Part II of Handbook X-118, the paragraph in 2 above should be substituted. When a single agency standard includes detailed physical requirements relating to arduous or hazardous duties, the paragraph in 3 above should be added to those requirements.

5. All positions involving Federal motor vehicle operation continue to carry the additional medical requirements specified in Federal Personnel Manual Chapter 930, Appendix A, Physical Standards for Motor Vehicle Operators and Incidental Operators.

6. The above changes will be reflected in Section V, Part II of the Handbook X-118 as a general amendment to General Schedule qualification standards. Similar changes in the Handbook X-118C, Job Qualification System for Trades and Labor Occupations, are being developed.

7. These changes result from a recent OPM review of existing medical requirements in General Schedule qualification standards which indicated a great commonality of essential requirements for occupations in which positions typically involve sedentary, light, and moderate duty. The changes reaffirm the Federal medical employment policy of requiring job applicants and employees to possess only the minimum physical and mental abilities necessary for safe and efficient performance of the duties of a particular position. The effect of these changes will be enhancement of employment opportunities for handicapped persons by:

- delegating more authority to Federal employing agencies to determine the medical eligibility of an individual applicant for a position, based on the actual tasks of that specific position and on the demonstrated abilities of that particular applicant;

- encouraging the use of reasonable accommodation, job restructuring, and worksite modification; and

- emphasizing the need to interpret and appropriately modify occupational medical standards to reflect the minimum requirements of the specific position to be filled.

Jule Sugarman

Jule M. Sugarman
Deputy Director

ATTACHMENT 1

The following paragraph is to be substituted for the existing statement of physical requirements in the individual OPM Handbook X-118 qualification standards listed below.

> "Applicants must be physically and mentally able to efficiently perform the essential functions of the position without hazard to themselves or others. Depending on the essential duties of a specific position, usable vision, color vision, hearing, or speech may be required. However, in most cases, a specific physical condition or impairment will not automatically disqualify an applicant for appointment. The loss or impairment of a specific function may be compensated for by the satisfactory use of a prosthesis or mechanical aid. Reasonable accommodation may also be considered in determining an applicant's ability to perform the duties of a position. Reasonable accommodation may include, but is not limited to: the use of assistive devices, job modification or restructuring, provision of readers and interpreters, or adjusted work schedules."

GS-000	Federal Service Entrance Examination
GS-018	Safety Management Series
GS-019	Safety Technician Series
GS-020	Community Planning Series
GS-023	Outdoor Recreation Planning Series
GS-028	Environmental Protection Specialist Series
GS-030	Sports Specialist Series
GS-050	Funeral Director Series
GS-062	Clothing Design Series
CS-072	Fingerprint Identification Series
GS-080	Security Administration Series
GS-099	General Student Trainee Series
GS-101	Social Science Series
GS-110	Economist Series
GS-130	Foreign Affairs Series
GS-131	International Relations Series
GS-132	Intelligence Series
GS-142	Manpower Development Specialist Series
GS-150	Geography Series
GS-160	Equal Opportunity Series
GS-170	History Series
GS-180	Psychology Series
GS-181	Psychology Aid and Technician Series
GS-184	Sociology Series
GS-185	Social Work Series
GS-186	Social Service Aid and Assistant Series
GS-187	Social Services Series

GS-188	Recreation Specialist Series
GS-189	Recreation Aid and Assistant Series
GS-190	General Anthropology Series
GS-193	Archeology Series
GS-199	Social Science Student Trainee Series
GS-200	Personnel Management and Industrial Relations Group
GS-203	Personnel Clerical and Assistant Series
GS-204	Military Personnel Clerical and Assistant Series
GS-205	Military Personnel Management Series
GS-246	Contractor Industrial Relations Series
GS-300	General Administrative, Clerical and Office Services Group
GS-301	General Clerical and Administrative Series
GS-302	Messenger Series
GS-318	Secretary Series
GS-324	Cold-Type Composing Machine Series
GS-330	Digital Computer Systems Administrative Series
GS-332	Computer Operation Series
GS-334	Computer Specialist Series
GS-335	Computer Aid and Technician Series
GS-341	Administrative Officer Series
GS-342	Support Services Administration Series
GS-343	Management Analysis Series
GS-344	Management Clerical and Assistant Series
GS-345	Program Analysis Series
GS-346	Logistics Management Series
GS-350	Equipment Operator Series
GS-351	Printing Clerical Series
GS-355	Calculating Machine Operating Series
GS-356	Data Transcriber Series
GS-357	Coding Series
GS-359	Electric Accounting Machine Operation Series
GS-362	Electric Accounting Machine Project Planning Series
GS-382	Telephone Operating Series
GS-391	Communication Management Series
GS-392	General Communication Series
GS-393	Communication Specialist Series
GS-401	General Biological Science Series
GS-403	Microbiology Series
GS-404	Biological Technician Series
GS-405	Pharmacology Series
GS-408	Ecology Series
GS-410	Zoology Series
GS-413	Physiology Series
GS-414	Entomology Series
GS-430	Botany Series
GS-431	Mycology Series
GS-434	Plant Pathology Series
GS-435	Plant Physiology Series

GS-437	Horticulture Series
GS-440	Genetics Series
GS-454	Range Conservation Series
GS-457	Soil Conservation Series
GS-458	Soil Conservation Technician Series
GS-460	Forestry Series
GS-470	Soil Science Series
GS-471	Agronomy Series
GS-475	Agricultural Management Series
GS-482	Fishery Biology Series
GS-486	Wildlife Biology Series
GS-487	Husbandry Series
GS-493	Home Economics Series
GS-499	Biological Science Student Trainee Series
GS-500	Accounting and Budget Group
GS-504	Budget and Accounting Series
GS-505	Financial Management Series
GS-510	Accounting Series
GS-525	Accounting Technician Series
GS-560	Budget Administration Series
GS-570	Financial Institution Examining Series
GS-599	Accounting Student Trainee Series
GS-601	General Health Science Series
GS-602	Medical Officer Series
GS-603	Physician's Assistant Series
GS-605	Nurse Anesthetist Series
GS-610	Nurse Series
GS-615	Public Health Nurse Series
GS-621	Nurse Assistant Series
GS-622	Medical Aid (Sterile Supplies) Series
GS-625	Autopsy Assistant Series
GS-630	Dietitian Series
GS-631	Occupational Therapist Series
GS-633	Physical Therapist Series
GS-635	Corrective Therapist Series
GS-636	Rehabilitation Therapist Series
GS-637	Manual Arts Therapist Series
GS-639	Educational Therapist Series
GS-642	Nuclear Medicine Technician Series
GS-644	Medical Technologist Series
GS-645	Medical Technician Series
GS-646	Pathology Technician Series
GS-647	Diagnostic Radiologic Technician/Technologist
GS-648	Therapeutic Radiologic Technician/Technologist
GS-649	Medical Machine Technician Series
GS-660	Pharmacist Series
GS-661	Pharmacy Technician Series
GS-662	Optometrist Series

GS-664	Restoration Technician Series
GS-665	Speech Pathology and Audiology Series
GS-667	Orthotist and Prosthetist Series
GS-668	Podiatrist Series
GS-669	Medical Record Librarian Series
GS-670	Hospital Administration Series
GS-673	Hospital Housekeeping Management Series
GS-675	Medical Record Technician Series
GS-679	Medical Clerk Series
GS-680	Dental Office Series
GS-681	Dental Assistant Series
GS-682	Dental Hygiene Series
GS-683	Dental Laboratory Aid and Technician Series
GS-688	Sanitarian Series
GS-690	Industrial Hygiene Series
GS-698	Environmental Health Technician Series
GS-699	Health Aid and Technician Series
GS-701	Veterinary Medical Science Series
GS-800	All Professional Engineering Series
GS-802	Engineering Technician Series
GS-807	Landscape Architecture Series
GS-808	Architecture Series
GS-809	Construction Control Series
GS-817	Surveying Technician Series
GS-818	Engineering Drafting Series
GS-828	Construction Analyst Series
GS-856	Electronics Technician Series
GS-895	Industrial Engineering Technician Series
GS-899	Engineering Student Trainee Series
GS-930	Hearing and Appeals Series
GS-950	Paralegal Specialist Series
GS-962	Contact Representative Series
GS-963	Legal Instruments Examining Series
GS-986	Legal Clerk and Technician Series
GS-998	Claims Clerical Series
GS-1001	Fine and Applied Arts Series
GS-1010	Exhibits Specialist Series
GS-1015	Museum Curator Series
GS-1016	Museum Technician and Specialist Series
GS-1020	Illustrating Series
GS-1021	Office Drafting Series
GS-1045	Translator Series
GS-1051	Music Specialist Series
GS-1054	Theater Specialist Series
GS-1056	Art Specialist Series
GS-1060	Photography Series
GS-1071	Audio-Visual Production Series
GS-1081	Public Information Series
GS-1082	Writing and Editing Series

GS-1083 Technical Writing and Editing Series
GS-1084 Visual Information Series
GS-1087 Editorial Assistant Series
GS-1102 Contract and Procurement Series
GS-1103 Industrial Property Management Series
GS-1104 Property Disposal Series
GS-1105 Purchasing Series
GS-1106 Procurement Clerical and Assistant Series
GS-1107 Property Disposal Clerical and Technician Series
GS-1130 Public Utilities Specialist Series
GS-1135 Transportation Industry Analysis Series
GS-1140 Trade Specialist Series
GS-1144 Commissary Store Management Series
GS-1147 Agricultural Market Reporting Series
GS-1150 Industrial Specialist Series
GS-1152 Production Control Series
GS-1160 Financial Analysis Series
GS-1163 Insurance Examining Series
GS-1165 Loan Specialist Series
GS-1170 Realty Series
GS-1171 Appraising and Assessing Series
GS-1173 Housing Management Series
GS-1221 Patent Adviser Series
GS-1301 General Physical Science Series
GS-1306 Health Physics Series
GS-1311 Physical Science Technician Series
GS-1313 Geophysics Series
GS-1315 Hydrology Series
GS-1316 Hydrologic Technician Series
GS-1320 Chemistry Series
GS-1321 Metallurgy Series
GS-1330 Astronomy and Space Science Series
GS-1340 Meteorology
GS-1341 Meteorological Technician Series
GS-1350 Geology Series
GS-1360 Oceanography Series
GS-1361 Navigational Information Series
GS-1370 Cartography Series
GS-1371 Cartographic Technician Series
GS-1372 Geodesy Series
GS-1373 Land Surveying Series
GS-1374 Geodetic Technician Series
GS-1380 Forest Products Technology Series
GS-1382 Food Technology Series
GS-1384 Textile Technology Series
GS-1386 Photographic Technology Series
GS-1397 Document Analysis Series
GS-1399 Physical Science Student Trainee Series
GS-1410 Librarian
GS-1411 Library Technician Series

GS-1412 Technical Information Services Series
GS-1420 Archivist Series
GS-1421 Archives Technician Series
GS-1510 Actuary Series
GS-1515 Operations Research Series
GS-1520 Mathematics Series
GS-1521 Mathematics Technician Series
GS-1529 Mathematical Statistician Series
GS-1530 Statistician Series
GS-1531 Statistical Assistant Series
GS-1541 Cryptanalysis Series
GS-1550 Computer Science Series
GS-1599 Mathematical Science Student Trainee Series
GS-1601 General Facilities and Equipment Series
GS-1640 Facility Management Series
GS-1654 Printing Management Series
GS-1658 Laundry and Dry Cleaning Plant Management Series
GS-1666 Housekeeping Series
GS-1667 Steward Series
GS-1670 Equipment Specialist Series
GS-1701 General Education and Training Series
GS-1702 Education and Training Technician Series
GS-1710 Educational and Vocational Training Series
GS-1712 Instruction Series
GS-1715 Vocational Rehabilitation Series
GS-1720 Education Research and Program Series
GS-1810 General Investigating Series
GS-1860 Public Health Inspection Series
GS-1910 Quality Assurance Series
GS-1960 Quality Inspection Series
GS-1980 Agriculture Commodity Grading Series
GS-2001 Supply Group
GS-2003 Supply Group
GS-2005 Supply Clerical and Technician Series
GS-2010 Supply Group
GS-2030 Supply Group
GS-2032 Packaging Series
GS-2050 Supply Group
GS-2091 Sales Store Clerical Series
GS-2102 Transportation Clerk and Assistant Series
GS-2130 Traffic Management Series
GS-2131 Freight Rate Series
GS-2132 Travel Series
GS-2133 Passenger Rate Series
GS-2144 Cargo Scheduling Series
GS-2150 Transportation Operations Series
GS-2151 Dispatching Series
GS-2161 Marine Cargo Series

ATTACHMENT 2

The OPM Handbook X-118 qualification standards listed below are to be amended to include the following paragraph.

> "The physical requirements of this standard are based on the arduous or hazardous nature of the duties typically performed by most of the positions covered by the standard. However, since individual positions may not include all such duties, a physical condition or impairment may be disqualifying for appointment only if there is a direct relationship between the condition and the nature of the duties of the specific position to be filled. In some instances, a physical impairment will not disqualify an applicant for appointment if the condition is compensated for by a satisfactory prosthesis, mechanical aid, or by reasonable accommodation. Reasonable accommodation may include, but is not limited to: the use of assistive devices, job modification or restructuring, provision of readers and interpreters, or adjusted work schedules."

GS-007	Correctional Officer Series
GS-026	Park Technician Series
GS-081	Fire Protection and Prevention Series
GS-083	Police Series
GS-085	Guard Series
GS-455	Range Technician Series
GS-462	Forestry Technician Series
GS-462	Forestry Technician Series (Smokejumper)
GS-1811	Criminal Investigating Series
GS-2152	Air Traffic Control Series
GS-2181	Aircraft Operation Series

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